



100 California Street, Suite P-10, San Francisco, CA 94111 | 415.392.2900 | [www.sanfranciscolegal.com](http://www.sanfranciscolegal.com)

## SF Legal Real-Time Solutions:



### SF Legal Helps Lower Cost of Government Investigation by Removing 85% of Harvested Data

**Situation:** A Bay Area corporation represented by an Am Law 50 firm was involved in a government investigation into their product development process. Half a terabyte of data was harvested from backup tapes, file shares, workstations and the company's Exchange server. The challenge facing the corporation and their law firm was how to cull this data and respond to the investigation in a cost-effective manner.

**Process:** Following a kick-off planning call with the corporation's IT team and the law firm's attorney and litigation support team, SF Legal handled the entire data collection onsite at the corporation over a two-day period. All of the necessary documentation to ensure defensibility was provided. SF Legal also supported the law firm with custodian interviews.

After collecting and assessing the data, SF Legal assisted the law firm in building a process for data reduction. The process eliminated extraneous data from review, while still providing the items required by the government. Using defensible key term and file extension filtering in combination with accepted de-duplication methodologies, SF Legal helped the client remove 85 percent of the harvested data from the production flow prior to attorney review.

Two critical components to SF Legal's effective data culling process were reporting and sampling tools. Throughout, SF Legal provided detailed reports to allow the client to make effective decisions and see the impact of those decisions on data culling rates. In addition, before the full-scale review took place, SF Legal processed a sample of about five percent of the data for review. This allowed the client to test that the culling strategy had been effective and that the review set was well targeted.

**Benefits:** By beginning with the end in mind, SF Legal helped the client meet their governmental production obligations, while shortening the data processing and review timeline and minimizing costs. By reducing the quantity of documents the legal team had to review, the client realized significant savings during document review when compared to standard metadata extraction and linear review.